

CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 06/22/04
AGENDA ITEM 9
WORK SESSION ITEM _____

TO: Mayor and City Council

FROM: City Manager

SUBJECT: Project Management Services for Implementation of Cannery Plan

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolution authorizing the City Manager to enter into an employment agreement for a Project Manager for the Cannery Area Plan Project.

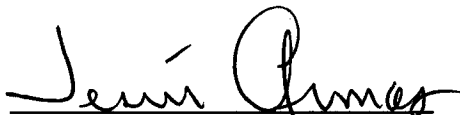
DISCUSSION:

One of the major projects that staff has been working on over the past year is the Cannery Area Plan (Plan). The Hayward City Council and the boards of the Hayward Unified School District and the Hayward Area Recreation and Park District have met twice to provide direction to staff on this important project. This past April the Hayward Redevelopment Agency authorized the issue of tax allocation bonds to finance the project along with other projects in the Downtown. The securing of funding was a milestone in the development of the Plan. The project is now ready for the next step which consists of planning, design and construction of the new Burbank School, the Cannery Park and public infrastructure.

Key to the next step of the project is adequate staffing. The project is of sufficient scope, complexity and importance to the community to warrant a full time project manager. More specifically, there will be significant coordination issues among the various agencies that will be involved in the project. Also, compliance with the requirements of numerous agencies as design and construction occurs will be a major component of the project. The City, Redevelopment Agency, HUSD and HARD are all coping with budget issues and do not have the staff to commit to this project on a full time basis. With that in mind, I have been in contact with Ms. Patricia Martel who has extensive experience in projects of this type and in local government. Most recently, Ms. Martel was General Manager of the San Francisco Public Utilities Commission and is well aware of dealing with complex projects. Consequently, I am recommending that Ms. Martel be employed as a contract employee to act as Project Manager for the project.

If authorization is granted Ms. Martel would begin work in July as Project Manager for the Cannery Area Plan. The terms of employment would be a contract for a period not to exceed two years. Compensation, including retirement and insurance benefits would be approximately \$13,300 per month. The position would not accrue vacation or sick leave. Staff considered private project management firms and found this approach to be much more

economical. This cost will be borne by the project budget and will not be charged against operating budget of either the Redevelopment Agency or the City's General Fund. Finally, the two year employment period noted above would insure that Ms. Martel would remain for the duration of the project thereby providing the critical component of continuity to the project.


Jesús Armas, City Manager

Attachment: Resolution

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. 04-

Introduced by Council Member _____

**RESOLUTION AUTHORIZING THE CITY MANAGER TO
EXECUTE AN EMPLOYMENT AGREEMENT BETWEEN
PATRICIA MARTEL AND THE CITY OF HAYWARD**

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to negotiate and execute on behalf of the City of Hayward an employment agreement by and between Patricia Martel and the City of Hayward to act as Project Manager for the Cannery Area Plan Project, in a form approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2004

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward